



VILLAGE OF PALMETTO BAY  
9705 E. HIBISCUS STREET  
PALMETTO BAY, FLORIDA 33157  
(305) 259-1234 Fax: (305) 259-1290

Approved

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**Gregory H. Truitt, Interim  
Village Manager**

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Date

**REQUEST FOR PUBLIC RECORDS**

Requests are filled in accordance with the provisions of Chapters 119 and 257, Florida Statutes.

DATE: 7-23-20

NAME: Judy Miller

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: 305-866-4618

EMAIL: \_\_\_\_\_

REQUEST (Attach additional page, if necessary): Copies of the following documents:

\* Please see attached  
email for a description  
of request.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**FOR USE BY VILLAGE STAFF ONLY**

TRACKING NO.: 2020-197

DATE FORWARDED: 7-23-20 ASSIGNED DEPT: Human Resources

DATE REQUEST FILLED: \_\_\_\_\_ NUMBER OF COPIES: \_\_\_\_\_

ESTIMATED TIME (IF APPLICABLE): \_\_\_\_\_ ESTIMATED COST: \_\_\_\_\_

HOW WAS REQUEST FILLED? \_\_\_\_\_

IF NOT FILLED, REASON: \_\_\_\_\_

BY: \_\_\_\_\_

## Melissa Dodge

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**From:** Jessica Mak  
**Sent:** Thursday, July 23, 2020 2:59 PM  
**To:** Melissa Dodge; Idalmy Vidaurre  
**Cc:** Missy Arocha; Olga Cadaval  
**Subject:** Public Records Request - Resume of Arlene Weintraub

Good morning Melissa/Idalmy:

I received a phone call from for a public records request for a copy of Arelene Weintraub's resume from her personnel file. Please log for your records and I'll begin compiling documents in the meantime.

The requestor's name was Judy Miller, and she asked that we send the fulfilled request by fax, (305) 866-4618 to the attention of Paula Saltzman.

Thank you,

*Jessica Mak, SHRM-CP*

HR & Communications Department

Village of Palmetto Bay

9705 East Hibiscus Street

Palmetto Bay, Florida 33157

(P) 305-259-1234 – (F) 305-259-1293